

February 23, 2023
Emilie Cademartori
Planner
Town of Lynnfield
55 Summer Street
Lynnfield, MA 01940

Re: Minor Change Request – Planned Village Development District (PVDD) MarketStreet Lynnfield

Dear Planner, Chairman, and Members of the Board:

Market Street Retail South LCC (the “Applicant”) is submitting an application for a Minor Change to the Site Plan for a parking lot and road circulation reconfiguration, which will support stores & restaurants at the north end of the property and improve the customer experience at both the pedestrian and vehicular level.

The proposed change provides additional stop locations for vehicles, shifts a crosswalk, reduces the overall roadway width (which will create a slight increase in landscaping), removes some restricted vehicular movements, and reorients parking. This proposed adjustment to the layout and circulation patterns will allow for more traditional movement throughout the intersection & adjacent roadways, for both vehicles and pedestrians.

The additional vehicular stop locations in this area will create improved pedestrian crossings at all locations, and also allow for the introduction of practical vehicular movements including (1) turning left down Market Street from in front of Alchemy, and (2) proceeding straight from beside the north side of Wahlburgers towards La Gallina. This will increase access to/from Market Street from the Ring Road – allowing customers wishing to visit the north end of the property more options on their route to their destination through the property.

The realignment of the roadway will also allow for an increased sidewalk width, which is proposed to primarily include landscaping, including the addition of a tree. The center rumble strip is proposed to be removed throughout and parking spaces reoriented to be perpendicular to traffic movement, improving vehicular flow in this area.

The definition of a Minor Change is:

Minor Change. After site plan approval, an applicant may apply to make minor changes in a development project involving minor utility or building orientation adjustments, or minor adjustments to parking or other site details that do not affect the overall build out or building envelope of the site, or provision of open space, number of housing units, or housing need or affordability features. Such minor changes must be submitted to the approving authority on redlined prints of the approved plan, reflecting the proposed change, and on application forms provided by the approving authority. The approving authority may authorize such changes at any regularly scheduled meeting, without the need to hold a public hearing. The approving authority shall set forth any decision to approve or deny such

minor change by motion and written decision, and provide a copy to the applicant for filing with the Town Clerk.

The Applicant is hereby submitting this application to the Planning Board as a Minor Change.

The parking reorientation (shifting from angled spaces to perpendicular) allows for 2 additional spaces within the same general extents, as is typical in parking design.

With regard to the Design Standards, there is no material change to site design. Existing parking stalls will be re-oriented, a pedestrian crossing will be relocated, and with the removal of center rumble strips the overall width of the roadway will be reduced allowing for a slightly wider sidewalk in one area and an increased planter bed that allows for the addition of a tree. Two existing pedestrian light poles will be slightly relocated with no major changes to site photometrics.

Per previous discussion the Applicant requests that this be heard at the next available hearing.

Please contact us if there is any additional information that the Board requires in advance of the meeting. We appreciate the Planning Board's continued work on this project and look forward to meeting with you regarding this application.

Sincerely,

Katherine E. Wetherbee
Vice President, Asset Strategy and Development
WS Development Associates LLC
Manager
MarketStreet Retail South LLC

Enclosures:

1. Application Form Planned Village Development District (PVDD) Request for Modification
2. Plan Set showing proposed change, named '1100 Roadway Adjustment', including the following pages, prepared by Stantec Engineers:
 - a. L-100 – Layout & Materials Plan
 - b. L-200 – Grading Plan
 - c. L-500 – Site Details
 - d. L-11.0 – Parking Summary Plan
 - e. L-12.0 – Redlined Overall Layout and Materials Plan
 - i. A zoom of this plan at 200% scale fitted to 8.5" x 11" paper has also been included for ease of the Board's viewing.